

May 21, 2002

The Honorable Board of Supervisors  
County of Los Angeles  
383 Kenneth Hahn Hall of Administration  
500 West Temple Street  
Los Angeles, California 90012

Dear Supervisors:

**REQUEST TO APPROVE AGREEMENT TO PROVIDE CONSULTANT SERVICES TO  
THE STATE OF CALIFORNIA HEALTH AND HUMAN SERVICES DATA CENTER  
(ALL SUPERVISORIAL DISTRICTS) (3 VOTES)**

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Adopt the attached Resolution certifying approval of your Board to enter into the attached Agreement with the State of California Health and Human Services Data Center (HHSDC).
2. Approve and instruct the Chair to sign the Agreement with HHSDC for a County employee to be assigned to HHSDC as a member of the HHSDC test team to conduct function, system and regression testing for the Child Welfare Services/Case Management System (CWS/CMS), effective June 17, 2001, through May 31, 2002. The Department of Children and Family Services (DCFS) will be reimbursed 100% through revolving State funds in the maximum contract sum of \$65,369.55.

**PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of the recommended actions is to allow for reimbursement of the salary of a DCFS employee assigned to HHSDC as a County consultant and member of the test team to conduct function, system and regression testing for CMS/CWS. Rosemary Powder, Children's Social Worker II, is providing services to HHSDC pursuant to Government Code Section 19050.8. HHSDC requested County input and participation to further enhance and expedite the usage of the CWS/CMS system by DCFS' social work staff.

DCFS is requesting that this Agreement be retroactive to June 17, 2001, the date that the employee was assigned to the HHSDC team. County policy allows retroactive contracts meeting specific criteria. The Agreement meets one of the exemption criteria, that is "the County is receiving funds from a higher level of government."

As HHSDC required the selected employee to report as soon as possible due to the urgency of the project, the employee was allowed to start work pending Board approval. Without the employee reporting to HHSDC timely, DCFS would have lost a valuable opportunity to provide input in the State's efforts to improve the legislatively mandated state-wide CWS/CMS project.

The time involved in the ensuing contracting process created a delay in getting the agreement to the Board. Historically, the State has reimbursed the County retroactively for employees salaries so it did not result in additional costs to the County. To avoid this circumstance from occurring again, HHSDC has informed DCFS that, in the future, no county employees will start work as consultants and members of the test team until an agreement has been fully executed by both parties.

#### Implementation of Strategic Plan Goals

The recommended actions are consistent with the principles of the Countywide Strategic Plan Goal #3 (Organizational Effectiveness) which is to ensure that service delivery systems are efficient, effective, and goal-oriented. Improvement of the CWS/CMS system will improve the Department's internal operations.

#### **FISCAL IMPACT/FINANCING**

The State will reimburse the County for the period June 17, 2001, through May 31, 2002, at the maximum contract sum of \$65,369.55.

The funding for this Agreement is included in DCFS' FY 2001-02 Adopted budget.

The County will be reimbursed 100% for all costs from the State's revolving fund, resulting in no net County cost. However, without execution of the Agreement, the State will not reimburse the County for the expenditures the Department has already incurred.

#### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

HHSDC has implemented a statewide CWS/CMS as mandated by Welfare and Institutions Code 16501.5. CWS/CMS is an automated system that provides comprehensive statewide database information, case management and reporting capabilities for child welfare services. HHSDC prepared the Agreement which is a State

Agreement that does not contain County required language. The social worker selected to provide services required by this Agreement is Rosemary Powder. Her selection was based on her expertise, practical experience, and willingness to travel as needed.

Ms. Powder will be responsible for developing and evaluating program testing. She will participate in completion of the detail systems design using case tools and respond to State and County functional requirements for application and design. She will also participate in data conversion, modification to the CWS/CMS system, training, analyzing information, identifying problems and determining appropriate and effective solutions.

The Chief Administrative Office has reviewed and approved this Board Letter. The Board Letter, Resolution and Agreement have been reviewed and approved as to form by County Counsel.

### **CONTRACTING PROCESS**

There is no contract procurement process involved in this State contract pursuant to Government Code Section 19050.8.

### **IMPACT ON CURRENT SERVICES OR PROJECTS**

Approval of this Agreement will enable DCFS to participate in improving the legislatively mandated CWS/CMS system and further enhance and expedite its usage by DCFS' social work staff.

### **CONCLUSION**

Upon approval and execution by the Board, it is requested that the Executive Officer/Clerk of the Board send four signed copies (with original signatures) of the Agreement and one signed copy (with original signature) of the Resolution to:

- 1) Cathy Tiongson, State Contract Analyst  
State of California, Health and Human Services Data Center  
1651 Alhambra Boulevard  
Sacramento, CA 95816

and one copy of the Adopted Board Letter and Resolution to:

- 2) Department of Children and Family Services  
Contract Management Services  
425 Shatto Place # 205  
Los Angeles, CA 90020  
Attention: Theresa Wisda, Contract Manager

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May 21, 2002  
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- 3) Office of County Counsel  
201 Centre Plaza Drive, Suite 1  
Monterey Park, CA 91754  
Attention: Kathleen Felice, Sr. Deputy County Counsel

Respectfully submitted,

ANITA M. BOCK  
Director

AMB:bd

Attachments (2)

c: Chief Administrative Officer  
County Counsel  
Executive Officer, Board of Supervisors

## RESOLUTION

This RESOLUTION is adopted to certify the approval of the Board of Supervisors of the County of Los Angeles ("Governing Board") to enter into an Agreement with the State of California Health and Human Services Data Center (HHSDC) whereby the County of Los Angeles will be reimbursed for providing testing and support services of the Child Welfare Service/Case Management System.

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BE IT RESOLVED that the County of Los Angeles Board of Supervisors authorizes the Chair to enter into Agreement with HHSDC, and that the person(s) listed below, is/are authorized to sign the transaction for the County of Los Angeles.

<u>NAME</u>	<u>TITLE</u>	<u>SIGNATURE</u>
ZEV YAROLAVSKY	Chair County of Los Angeles Board of Supervisors	_____

The foregoing RESOLUTION was adopted on the \_\_\_\_\_ day of \_\_\_\_\_, 2002, by the Board of Supervisors of the County of Los Angeles and ex-officio, the governing body of all other special assessments and taxing districts, agencies and authorities for which said Board so acts.

VIOLET VARONA-LUKENS, Executive Officer-  
Clerk of the Board of Supervisors of the  
County of Los Angeles

By \_\_\_\_\_  
Deputy

APPROVED AS TO FORM  
BY COUNTY COUNSEL

LLOYD W. PELLMAN

By \_\_\_\_\_  
Deputy

**EXHIBIT A**

**1. STATEMENT OF WORK**

**APPLICATION DESIGN/TEST SECTION  
CWS/CMS**

Under the general direction of the HHSDC Sup III, this position will be responsible for duties necessary to perform all system application design and development tasks of the CWS/CMS.

**b. SPECIFIC ASSIGNMENTS**

The County Consultant is responsible for technical data processing analysis of specific CWS/CMS functional requirements and assisting the contractor in understanding those requirements. The County Consultant provides input to the contractor and reviews deliverables for adherence to the functional requirements.

1. Develops and evaluates application program testing and participates in completion of the detail system design using case tools.....30%
2. Responds to State and County functional requirements for application and design, data conversion, modifications to the system and training; analysis information, identifies problems and determines appropriate/effective solutions.....25%
3. Monitors and evaluates application design progress and prepares project status reports. Prepares and/or reviews written material of technical nature.....25%
4. Provides technical liaison with the contractor and conducts system tests.....10%
5. Designs and conducts technical presentations to Department and County Management and liaisons with the CWS/CMS.....5%
6. Staff development activities.....3%
7. Other duties as required.....2%

2. ***SUPERVISION RECEIVED***

The County Consultant is directly supervised by the HHSDC Supervisor III, receives general direction, assignments and work is reviewed.

3. ***SUPERVISION EXERCISED***

None

4. ***ADMINISTRATIVE RESPONSIBILITY***

None

5. ***PERSONAL CONTACTS***

The County Consultant meets with the Department management at all levels. Additionally, the County Consultant frequently meets with State and County Staff, management and the Contractor.

6. ***OTHER INFORMATION***

Job requires the ability to travel approximately 10 percent of the time.

(a)

*EXHIBIT C*  
**MANDATORY LANGUAGE**

(i)

STATEMENT OF COMPLIANCE

The Contractor's signature affixed hereon and dated shall constitute a certification under the penalty of perjury laws of the State of California that the Contractor has, unless exempted, complied with the Nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Administrative Code, Section 8103.

(ii)

NONDISCRIMINATION CLAUSE

During the performance of this Agreement, the Contractor and its subcontractors shall not unlawfully discriminate, harass or allow harassment, against any employee or applicant for employment because of sex, race, color, ancestry, religious creed, national origin, physical disability (including HIV and AIDS), mental disability, medical condition (cancer), age, marital status and denial of family care leave. The Contractor and subcontractors shall ensure that the evaluation and treatment of their employees and applicants for employment are free from such discrimination and harassment. The Contractor and subcontractors shall comply with the provisions of the Fair Employment and Housing Act (Government Code, Section 12990 (a-f) et seq.) and the applicable regulations promulgated thereunder (California Code of Regulations, Title 2, Section 7285 et seq.). The applicable regulations of the Fair Employment and Housing Commission implementing Government Code of Regulation are incorporated into this contract by reference and made a part hereof as if set forth in full/ The Contractor and its subcontractors shall give written notice of their obligations under this clause to labor organizations with which they have a collective bargaining or other agreement.

The Contractor shall include the nondiscrimination and compliance revisions of this clause in all subcontracts to perform work under this Agreement.

(iii)

CONTRACTORS NATIONAL LABOR RELATIONS  
BOARD CERTIFICATION

By signing heron, the Contractor does swear under penalty of perjury that no more than one final unappealable finding of contempt of court by a Federal court has been issued against that Contractor within the immediately preceding two-year period because of the contractor's failure to comply with an order of the National Labor Relations Board. This provision is required by, and shall be construed in accordance with, Public Contract Code Section 10296.

(iv)

EXAMINATION AND AUDIT

The Contractor agrees that the State or its designated representative shall have the right to review and copy any record and supporting documentation pertaining to performance of this contract. The Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interview of any employees or others who might reasonably have information related to such records. Further, the Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of the Agreement.



(v)

#### CONTRACT AUDITS

The Contractor agrees that the awarding department, the Department of General Services, the Bureau of State Audits, or their designated representative shall have the right to review and to copy any records and supporting documentation pertaining to the performance of this Agreement. The Contractor agrees to maintain such records for possible audit for a minimum of three years after final payment, unless a longer period of record retention is stipulated. The Contractor agrees to allow the auditor(s) access to such records during normal business hours and to allow interviews of any employees who might reasonably have information related to such records. Further, the Contractor agrees to include a similar right of the State to audit records and interview staff in any subcontract related to performance of this Agreement. (Government Code Section 8546.7, PCC 10115 et seq., California Code of Regulations Title 2, Section 1896)

(vi)

#### CONFIDENTIALITY OF DATA

All financial, statistical, personal, technical and other data and information relating to the State's operation which are designated confidential by the State and made available to the Contractor in order to carry out this agreement, shall be protected by the Contractor from unauthorized use and disclosure through the observance of the same or more effective procedural requirements as are applicable to the State. The identification of all such confidential data and information from unauthorized use and disclosure shall be provided by the State in writing to the Contractor.

If the methods and procedures employed by the Contractor for the protection of the Contractor's data and information are deemed by the State to be adequate for the protection of the State's confidential information, such methods and procedures may be used, with the written consent of the State, to carry out the intent of this paragraph. This Agreement shall not be required under the provisions of this paragraph to keep confidential any data or information which is or becomes publicly available, is already rightfully in the Contractor's possession, is independently developed by the Contractor outside the scope of this Agreement, or is rightfully obtained from third parties.

#### **AMERICAN WITH DISABILITIES ACT (ADA)**

The Contractor certifies to the State that it complies with the American Disabilities Act (ADA) of 1990, (42 U.S.C. 12101 et seq.) which prohibits discrimination on the basis of disability, as well as applicable regulations and guidelines issued pursuant to the ADA.

(vii)

#### CHILD SUPPORT COMPLIANCE ACT

For any contract in excess of \$100,000, the Contractor acknowledges in accordance therewith that:

- a) the Contractor recognizes the importance of child and family support obligations and shall fully comply with all applicable state and federal laws relating to child and family support enforcement, including, but not limited to, disclosure of information and compliance with earnings assignment orders, as provided in Chapter 8 (commencing with section 5200) of Part 5 of Division 9 of the Family Code; and

- b) the Contractor, to the best of its knowledge is fully complying with the earning assignment orders of all employees and is providing the names of all new employees to the New Hire Registry maintained by the California Employment Development Department.

EXHIBIT B  
BUDGET

ROSEMARY POWDER  
EMPLOYEE#: 443346  
SALARY AND EMPLOYEE BENEFITS  
JUNE 17, 2001 THROUGH MAY 31, 2002

	06/17/01 – 06/30/01	07/01/01 – 12/31/01	01/01/02 - 05/31/02	TOTAL
Salary	1,829.21	23,998.92	19,999.10	45,827.23
Benefits				
» Flex Earnings	42.30	253.80	146.95	443.05
» Medical Benefits	422.98	2,537.88	2,339.20	5,300.06
» Dental	55.00	330.00	97.55	482.55
» FICA/HIT	26.52	347.98	289.99	664.49
» Retirement Code 137	0.00	0.00	0.00	0.00
Total Benefits	546.80	3469.66	2,873.69	6890.15
Subtotal	2,376.01	27,468.58	22,872.79	52,717.38
Overhead @ 24%	570.24	6,592.46	5,489.47	12,652.17
TOTAL	2,946.25	34,061.04	28,362.26	65,369.55

\* Total costs are rounded up to the nearest dollar.

PROJECTED CHANGE OF SALARY SCHEDULE FOR CHILDREN SOCIAL WORKER II AS OF FOLLOWING DATES:

06/30/01: \$3919.73  
07/01/01: \$3999.82

## **RIDER A**

### **A. COUNTY RESPONSIBILITIES:**

7. County agrees to loan one County employee, Rosemary Powder, [MAM1]hereinafter referred to as Employee, to be headquartered in Sacramento. Employee shall report to the Child Welfare Services/Case Management Systems (CWS/CMS) Branch Manager. Duties are listed on Exhibit A, Duty Statement, which is attached and incorporated herein by this reference.
8. County agrees to pay to Employee:
  - a. A Salary equal to that of which Employee would have earned had Employee remained in his/her permanent position of Social Worker II[MAM2] in Los Angeles County.
  - b. All other benefits of employment attendant to Employee's position with the County. This shall include, but not be limited to, the employer's share of the cost of health insurance, life insurance, unemployment insurance, retirement benefits and Old Age Survivors Disability Insurance.
9. If authorized by the County, and requested and approved by State, County shall reimburse Employee for overtime worked at the rate and under conditions approved for Employee's County classification.

### **B. STATE RESPONSIBILITIES:**

1. The State agrees to reimburse the County for actual costs incurred by County under the terms of this Agreement in accordance with Exhibit B, Budget, which is attached and incorporated herein by this reference.
2. The State shall reimburse the County for all costs related to an injury or disability of Employee should Employee become injured or disabled as a result of the duties required of Employee as set forth in Exhibit A during the term of this Agreement to the same extent the County may be liable for such costs under the law of the State of California concerning the provision of workers' compensation benefits.

### **C. FISCAL PROVISIONS:**

1. In consideration of the performance of the foregoing in a satisfactory manner, and upon receipt of detailed invoices, the State agrees to pay the County, monthly in arrears, in accordance with Exhibit B, Budget. The total contract amount shall not exceed \$65,369.55 for the term of this Agreement.
2. All invoices submitted to the State shall identify the Agreement Number 01213. [MAM3]Invoices which do not contain this information will be returned to the County with a request that the information be added to the invoices.
3. Employee is eligible for long-term travel per diem. Employee is eligible to a long-term subsistence allowance. In addition, should CWS/CMS activities require the employee to travel to any County, other than his/her home County, as part of his/her responsibilities under this Contract, he/she shall also be entitled short term per diem for that period of time when he/she travels to and

is temporarily located in that County. Upon submission of a completed Travel Expense Claim by Employee, the State agrees to pay directly to Employee all travel and per diem costs incurred by Employee which are necessary to fulfill the terms of this Agreement. Such reimbursement shall be in accordance with the provisions of Department of Personnel Administration (DPA), Regulation 599.619 as it applies to non-represented State employees. Applicable reimbursement rates and travel claim forms will be provided to Employee by the State.

4. Invoices and travel expense claims shall be submitted to:

Health and Human Services Data Center  
Accounting Office  
1651 Alhambra Blvd.  
Sacramento, CA 95816

Remittance for any claims on this Contract shall be submitted to:

Los Angeles County  
Attention: Ed Jewitt, Finance Section  
425 Shatto Place, Room 204  
Los Angeles, CA 90020

5. Changes to the line-item budget (Exhibit B) may be made provided County adequately documents the need for change and all of the following requirements are met:
- Adjustments in the aggregate to any individual line item cannot exceed \$20,000 [MAM4] or 10 percent [MAM5] of the total contract amount, whichever is less;
  - The total amount of the Agreement does not change;
  - County submits a written request to the State for budget/program modification(s); explains the need for change(s), and specifically identifies item(s) to be reduced or increased;
  - State approves such change(s) in writing prior to implementation. State reserves the right to deny requests for reimbursement in excess of any line item in the budget; and
  - Any budget change not meeting the above conditions shall be by contract amendment.
6. The State reserves the right to review service levels and billing procedures insofar as these impact charges against this Agreement.
7. Final billing under this Contract must be received by the State within thirty (30) days following the end of the contract term.
8. It is mutually understood between the parties that this Agreement may have been written before ascertaining the availability of congressional appropriation of funds, for the mutual benefit of both parties in order to avoid program and fiscal delays which could occur if the Agreement were executed after the determination was made.
9. This Agreement is valid and enforceable only if sufficient funds are made available to the State by the United States Government for Fiscal Year(s) 2000/2001 and 2001/2002 for the purpose of this program. In addition, this Agreement is subject to any additional restrictions, limitations, or conditions enacted by the Congress or any statute enacted by the Congress which may affect the provisions, term or funding of this Agreement in any manner.

10. This Agreement is valid and enforceable only if sufficient funds are made available by the State Budget Act(s) of 2000 and 2001 for Fiscal Years(s) 2000/2001 and 2001/2002.[MAM6] In addition, this Agreement is subject to any restrictions, limitations, or conditions enacted by the Legislature and contained in the Budget Bill or to any statute enacted by the Legislature which may affect the provisions, terms, or funding of this Agreement.
11. It is mutually agreed that if Congress does not appropriate sufficient funds for the program the State has the option to cancel this Agreement under the 30-day cancellation clause or to amend the Agreement to reflect any reduction of funds.

#### **D. GENERAL PROVISIONS**

1. The Employee shall retain permanent position as Social Worker II in the County of Los Angeles[MAM7], during the term of this Agreement. The period during which the Employee renders services pursuant to this Agreement shall be credited by the County to the Employee for purposes of determining seniority, promotional status, retirement date, and other employee benefits.
2. The Employee maintains all rights to compete in County open and promotional exams and State open exams.
3. Employee shall abide by the State and/or CWS/CMS [MAM8]Project Branch work rules, policies, and/or practices. Where conflicts may occur with the County work rules, policies, and/or practices, the State and/or the CWS/CMS [MAM9]Project Branch work rules shall apply.
4. During the performance of the Agreement, the County agrees to comply with the provisions of Exhibit C, which is attained and incorporated herein by this reference.
5. The Employee is subject to State Conflict of Interest Programs and, as such, will be required to complete the Statement of Economic Interests, Form 700.
6. In the event that the Employee terminates his/her employment with the County, this Agreement shall terminate upon his/her last day of employment and the County shall not be obligated to provide another employee.
7. Upon termination of this Agreement, the Employee shall return to his/her regular permanent position as a Children Social Worker II in the County of Los Angeles, Department of Children and Family Services, at the step at which the Employee would have been eligible.
8. The Employee is subject to the following incompatible activities provision of Government Code 1126 during the term of this Agreement:

“(a) Except as provided in Sections 1128 and 1129, a local agency officer or employee shall not engage in any employment, activity or enterprise for compensation which is inconsistent, incompatible, in conflict with, or inimical to his or her duties as a local agency officer or employee or with the duties, functions, or responsibilities of his or her appointing power or the agency to which he or she is employed. The officer or employee shall not perform any work, service or counsel for compensation outside his or her local agency employment where any part of his or her efforts will be subject to approval by any other officer, employee, board or commission of his or her employing body, unless otherwise approved in the manner prescribed by subdivision (b).”

Any employment or other arrangement for compensated services by Employee with a CWS/CMS [MAM10]Project Contractor, during Employee's assignment to the CWS/CMS [MAM11]Branch, shall be deemed an incompatible activity within the meaning of Government Code Section 1126, subsection (a), and is prohibited during the term of this Agreement.

The Employee shall not engage in employment or services described in the preceding paragraph while assigned to the CWS/CMS [MAM12]project.

9. There shall be appointed a designated representative of the State responsible for making any decisions regarding the performance of this Agreement. If the County disputes a decision of the State's designated representative regarding the performance of this Agreement or on other issues for which the State's representative is authorized by this Agreement to make binding decision, the County shall provide written dispute notice to the State's representative within fifteen (15) calendar days after the date of the action.
  - a) The written dispute notice shall contain the following information:
    - 1) The decision under dispute;
    - 2) The reason(s) the County believes the decision of the State representative to have been in error (if applicable, reference pertinent contract provisions);
    - 3) Identification of all documents and substance of all oral communication which support the County's position; and
    - 4) The dollar amount in dispute, if applicable.
  - b. Upon receipt of the written dispute notice, the State program management will examine the matter and issue a written decision to the County within fifteen (15) calendar days. The decision of the representative shall contain the following information:
    - 1) A description of the dispute;
    - 2) A reference to pertinent contract provisions, if applicable;
    - 3) A statement of the factual areas of the agreement or disagreement; and
    - 4) A statement of the representative's decision with supporting rationale.
  - c. The decision of the representative shall be final unless, within thirty (30) calendar days from the date of the receipt of the State representative's decision, the County files with the State a notice of appeal addressed to:

Health and Human Services Data Center  
Acquisition Services Branch  
1651 Alhambra Boulevard  
Sacramento, CA 95816

Pending resolution of any dispute, the Employee shall diligently continue all contract work and comply with all of the representative's orders and directions.

10. This Agreement is governed by and shall be interpreted in accordance with the laws of the State of California.

This Agreement may be terminated by either party upon thirty (30) calendar days written notice.

STATE OF CALIFORNIA

**STANDARD AGREEMENT**

STD. 213 (NEW 02/98)

**STANDARD AGREEMENT**

AGREEMENT NUMBER

01213

1. This Agreement is entered into between the State Agency and the Contractor named below

STATE AGENCY'S NAME

HEALTH AND HUMAN SERVICES DATA CENTER

CONTRACTOR'S NAME

County of Los Angeles

2. The term of this

Agreement is: June 17, 2001 through May 31, 2002

3. The maximum \$65,369.55  
of this Agreement: Sixty five thousand three hundred sixty nine dollars and fifty five cents.

4. The parties agree to comply with the terms and conditions of the following attachments which are by this reference made a part of the Agreement:

RIDER A – TERMS AND CONDITIONS 5 Pages

EXHIBIT A – STATEMENT OF WORK 2 Pages

EXHIBIT B – BUDGET 1 Page

EXHIBIT C – MANDATORY LANGUAGE 3 Pages

**IN WITNESS WHEREOF, this Agreement has been executed by the parties hereto.**

<b>CONTRACTOR</b>		<b>CALIFORNIA</b> <b>Department of General</b> <b>Services</b> Use Only
CONTRACTOR'S NAME (If other than an individual, state whether a corporation, partnership, etc.) County of Los Angeles		
BY (Authorized Signature)	DATE SIGNED	
PRINTED NAME AND TITLE OF PERSON SIGNING ZEV YAROLAVSKY, Chair		
ADDRESS 425 Shatto Place, Room 205 Los Angeles, CA 90020		
<b>STATE OF CALIFORNIA</b>		
AGENCY NAME		



HEALTH AND HUMAN SERVICES DATA CENTER

BY (Authorized Signature)

DATE SIGNED

PRINTED NAME AND TITLE OF PERSON SIGNING

ROBERT A. DELL'AGOSTINO, Director

ADDRESS

1651 Alhambra Blvd., Sacramento, CA 95816-7092

☐ Exempt

Page: 5

[MAM1] Enter employee name.

Page: 5

[MAM2] Enter currently held position of employee.

Page: 5

[MAM3] Enter Agreement Number – same as top of page 1.

Page: 6

[MAM4] Amount not to exceed...

Page: 6

[MAM5] Enter percentage...

Page: 7

[MAM6] Enter Fiscal Year(s) of contract.

Page: 7

[MAM7] Enter County.

Page: 7

[MAM8] Enter Project Name.

Page: 7

[MAM9] Enter Project Name.

Page: 8

[MAM10] Enter Project Name.

Page: 8

[MAM11] Enter Project Name.

Page: 8

[MAM12] Enter Project Name.